

# Management Information Meeting

July 21, 2000



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**Office of Human Resources**

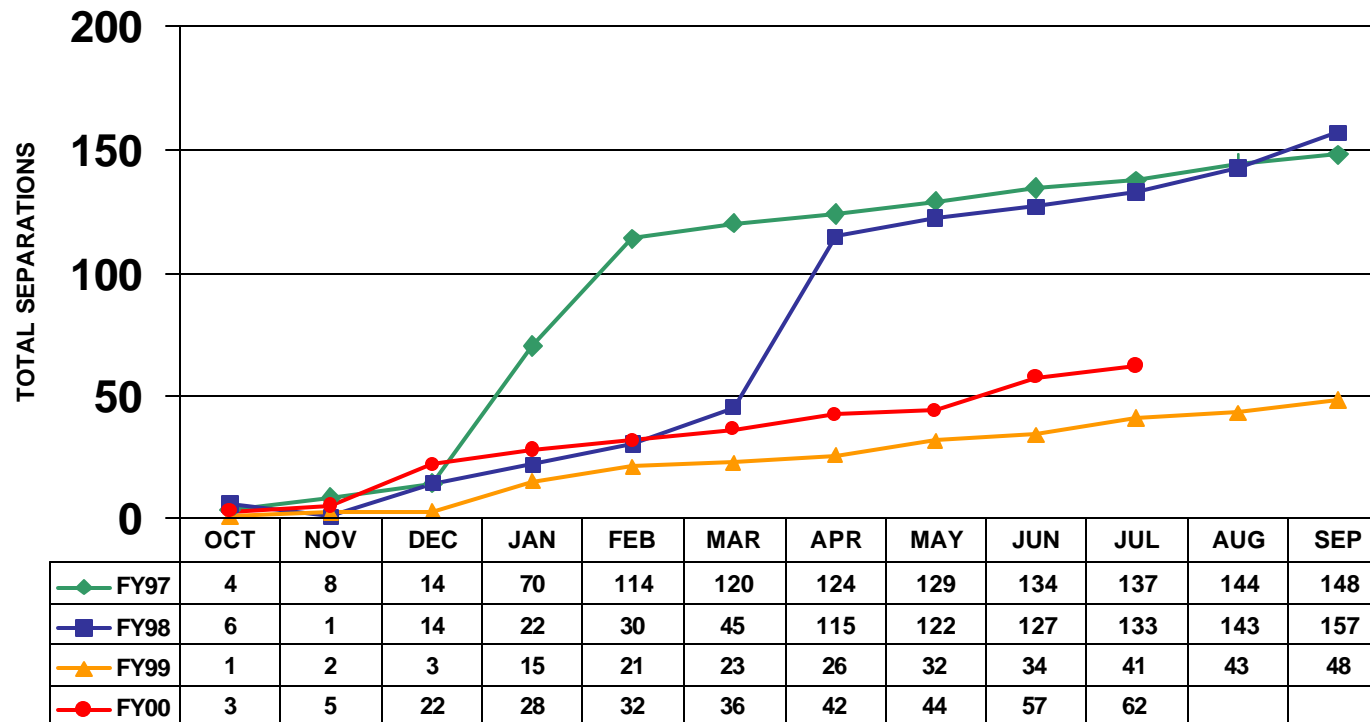
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### CUMULATIVE SEPARATIONS FY97-00



FY00 Projected Separations - 80



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### CENTER LOSS PICTURE FY00 (AS OF 07/17/00)

REASONS:	MINORITY		NONMINORITY		TOTAL
	MALE	FEMALE	MALE	FEMALE	
RETIREMENT			35	5	40
TRANSFER					
DEATH			3		3
RESIGNATION:					
CHANGE OF EMPLOYER	3	3	6		12
PERSONAL	1		2	4	7
TOTAL LOSSES	4	3	46	9	62



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### FY00 RESIGNATIONS KNOWN AS OF 07/17/00

AGE	NONMIN.		AF. AMER.		HISPANIC		ASIAN		NAT. AMER.		TOTAL
	M	F	M	F	M	F	M	F	M	F	
42+	(758) 4			(26) 1	(30) 1		(58) 1	(8) 1			8
36-41	(306) 4	(106) 1			(12) 1			(11) 1			7
30-35		(67) 3	(21) 1								4
27-29											
TOTAL	8	4	1	1	2		1	2			19

( ) NUMBER AT BEGINNING OF FY00



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### GRADES 14 & ABOVE POSITIONS AS OF 07/17/00

14'S	-	337	(Includes 6 Temp. Prom.)
15's	-	196	(Includes 6 Temp. Prom.)
ST'S	-	9	
SES	-	<u>24</u>	
TOTAL	-	566	(27.7% of Total CS Headcount of 2,046)



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### COMPETITIVE PLACEMENT PLAN METRIC DATE CERTIFICATE MAILED TO SELECTION DATE CPP METRIC FOR DATA IS 16 WORKDAYS

ANN. #	ORG.	ACTUAL WORKDAYS	PERFORMANCE
00-15	0180	3	Green
00-01	0210	94	Red
00-21	2100	15	Green
00-22	2100	39	Red
00-20	2100	42	Red
00-14	2300	22	Red
00-13	5640	42	Red
00-27	5810	15	Green
00-23	7130	35	Red
00-04	7410	4	Green
00-03	7430	4	Green
00-09	7502	27	Red
00-32	7525	19	Yellow
00-26	7555	35	Red

ANN. #	ORG.	ACTUAL WORKDAYS	PERFORMANCE
00-28	7830	26	Red
00-29	7830	25	Red
00-30	9300	12	Green
00-24	7150	16	Green
00-31	7725	45	Red
00-33	9300	17	Yellow
00-42	7755	13	Green
00-10	7410	38	Red
00-11	7420	38	Red
00-12	7430	38	Red
00-08	7500	27	Red
00-41	6510	5	Green
00-40	7720	5	Green
00-45	0224	3	Green

MET OR EXCEEDED METRIC
  WITHIN 5 DAYS OF MEETING METRIC
  DID NOT MEET METRIC



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### FY00 PROMOTIONS

ORG.	PROMOTION ALLOCATION	ACCRETION OF DUTIES AND CAREER PROMOTIONS USED TO DATE	PROMOTIONS FROM CPP	QSI'S	DUAL CAREER PROMOTIONS
0100	6	3.5		1	
0200	6	2	2		
0400	6	4	1		
0500	6	3 (1.0 QSI)		2	
0600	4	4.5 (0.5 QSI)		1	
2000	3	2 (1.0 QSI)	3	2	
5000	14	8.5 (1.5 QSI)	5	3	31
6000	7	4	3		
7000	39	37	29		1
9000	3	0	2		
TOTAL	94	68.5	45	9	32

NOTE: DCL – GS-13 to 14 : 20  
 GS-14 to 15: 11  
 GS-15 to ST: 1  
 Total: 32

Career Promotions: 68.5  
 CPP Promotions: 45  
 DCL Promotions: 32  
 Total Promotions: 145.5



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### FY00 HIRING AS OF 07/16/00

Permanent Hiring	
On-Board	30
Committed to EOD	6
Recruiting	9
OTPFT Hiring:	
On-Board	4
Recruiting	15
Total	64



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### FY00 RECRUITING AS OF 07/16/00

#### Permanent Recruiting:

CPP/OPM	0100	Secretary (O/A)	GS-0318-7
Co-op Conv.	0500	Chemist	GS-1320-5 (Offer Out)
CPP/OPM	6711	Secretary (O/A)	GS-0318-6
CPP/OPM	6712	Secretary (O/A)	GS-0318-6
CPP	5500	Supvy. Electronics Engr.	GS-0855-15
CPP	5830	Aerospace Engr.	GS-0861-13
CPP	6130	Electronics Engr.	GS-0855-13
CPP	6711	Aerospace Engr.	GS-0861-13
CPP	6727	Aerospace Engr.	GS-0861-13

**TOTAL - 9**



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### FY00 RECRUITING AS OF 07/16/00

#### OTPFT Recruiting:

Excepted Appt.	0120	Patent Attorney (General)	GS-1220-13/14
Term	0100	Office Assistant	GS-0303-6
Term	0540	Industrial Hygienist	GS-0690-12/13
Term	2300	Aerospace Engineer	GS-0318-13
Term	2400	Aerospace Engineer	GS-0861-13 (2 Positions)
Term	5000	TBD	TBD
Term	6150	Electronics Engineer	GS-0855-13
Term	6711	Aerospace Engineer	GS-0861-13
Term	6724	Secretary (O/A)	GS-0318-6
Term	6910	Secretary (O/A)	GS-0318-6
Term	6150	Secretary (O/A)	GS-0318-6
Term	6920	Secretary (O/A)	GS-0318-6
Term	6700	Secretary (O/A)	GS-0318-6
Term	9000	General Engineer	GS-0801-13

**TOTAL - 15**



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### EMPLOYEE RELATIONS ACTIVITY BY ORGANIZATION FY00\*

ORG.	TOTAL	WHITE		AFRICAN-AMERICAN		ASIAN		HISPANIC		AMERICAN INDIAN	
		Female	Male	Female	Male	Female	Male	Female	Male	Female	Male
0100											
0200	1			1							
0400	1			1							
0500	2	1	1								
0600											
2000											
5000											
6000	1		1								
7000	5		1		2		1		1		
9000											
Total	10 (10)	1	3	2	2		1		1		
%		10%	30%	20%	20%		10%		10%		

( ) # Individuals Receiving Action

\* As of June 30, 2000



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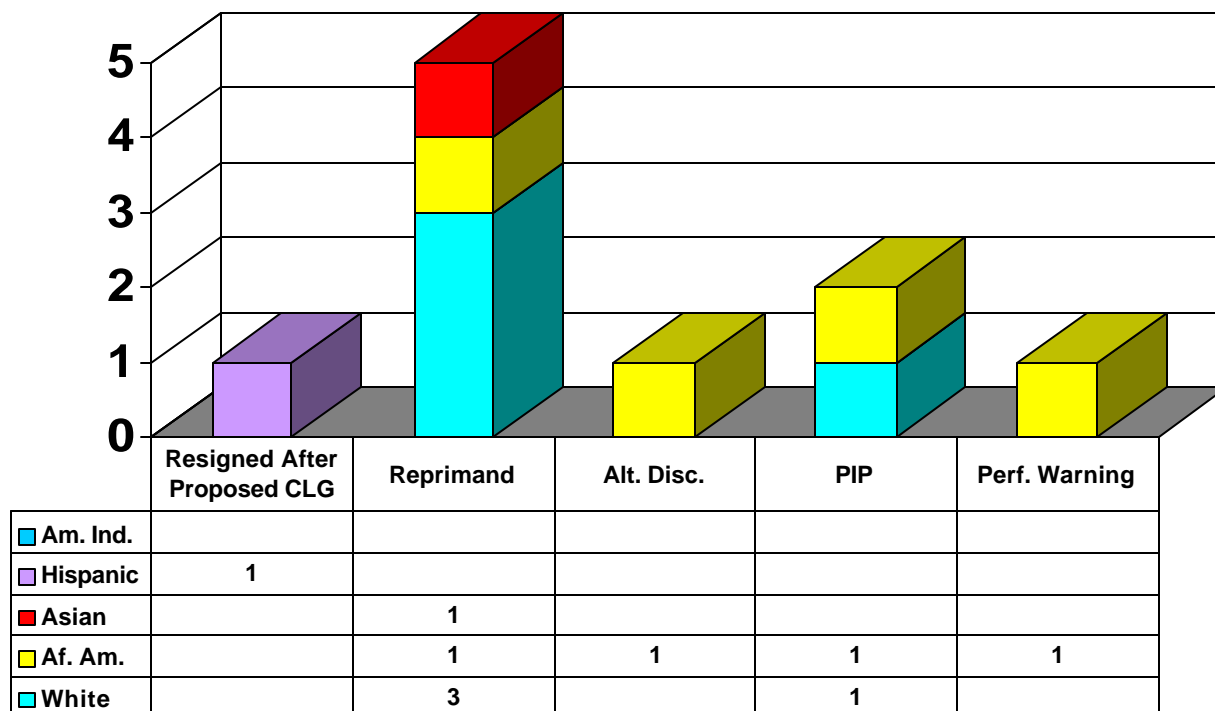
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### EMPLOYEE RELATIONS ACTIVITY MINORITY/NONMINORITY FY96-00 (as of 06/30/00)



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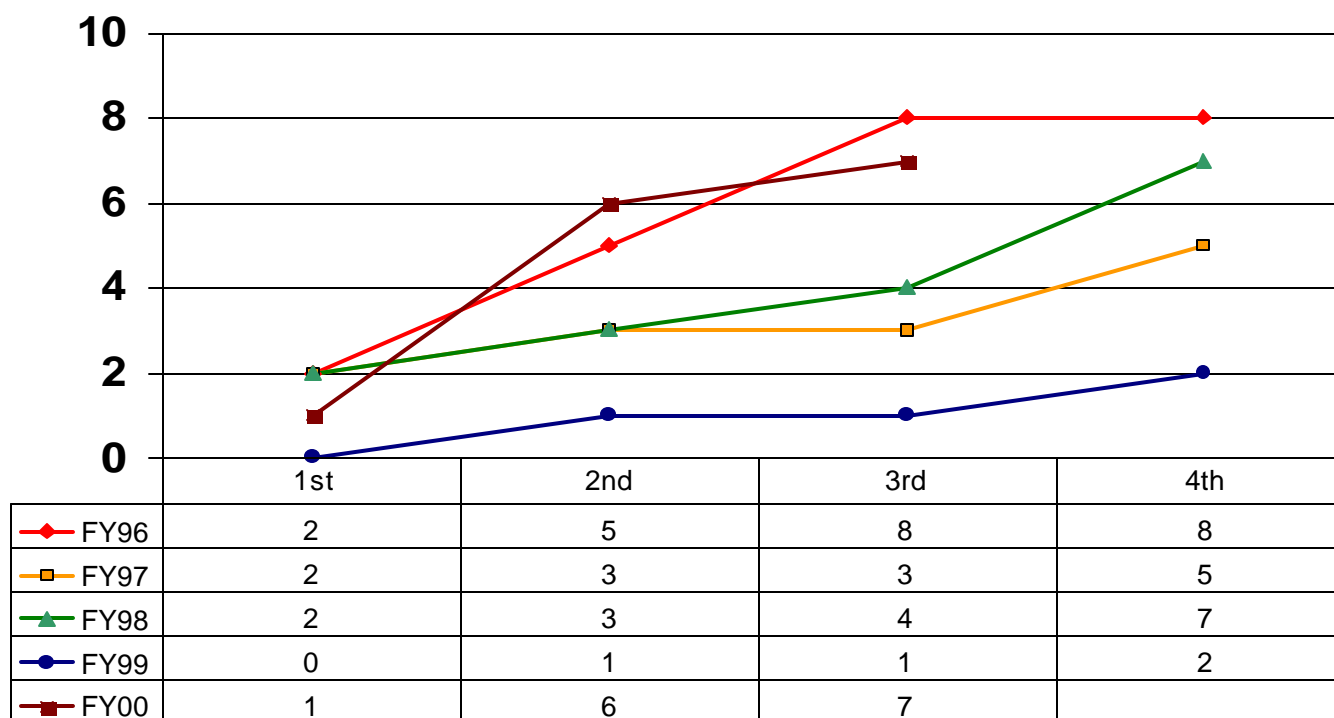
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### DISCIPLINARY/ADVERSE ACTIONS FY96-00 (as of 06/30/00)



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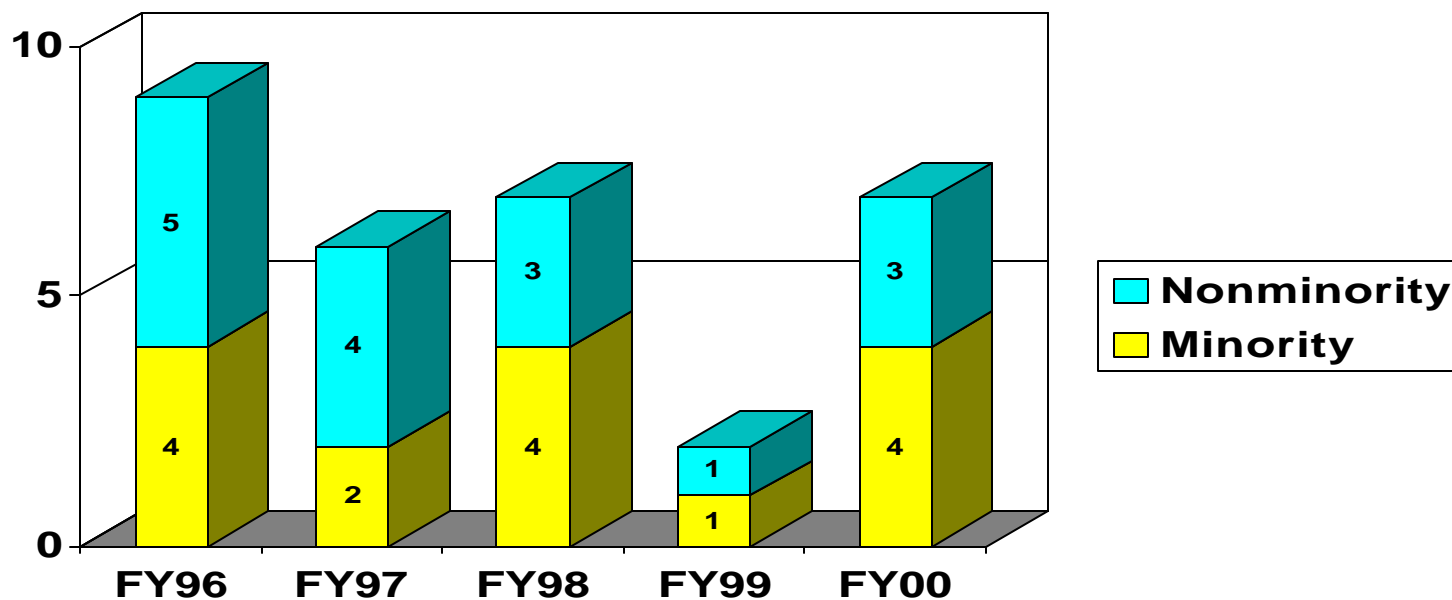


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### DISCIPLINARY/ADVERSE ACTIONS MINORITY/NONMINORITY FY96-00 (as of 06/30/00)



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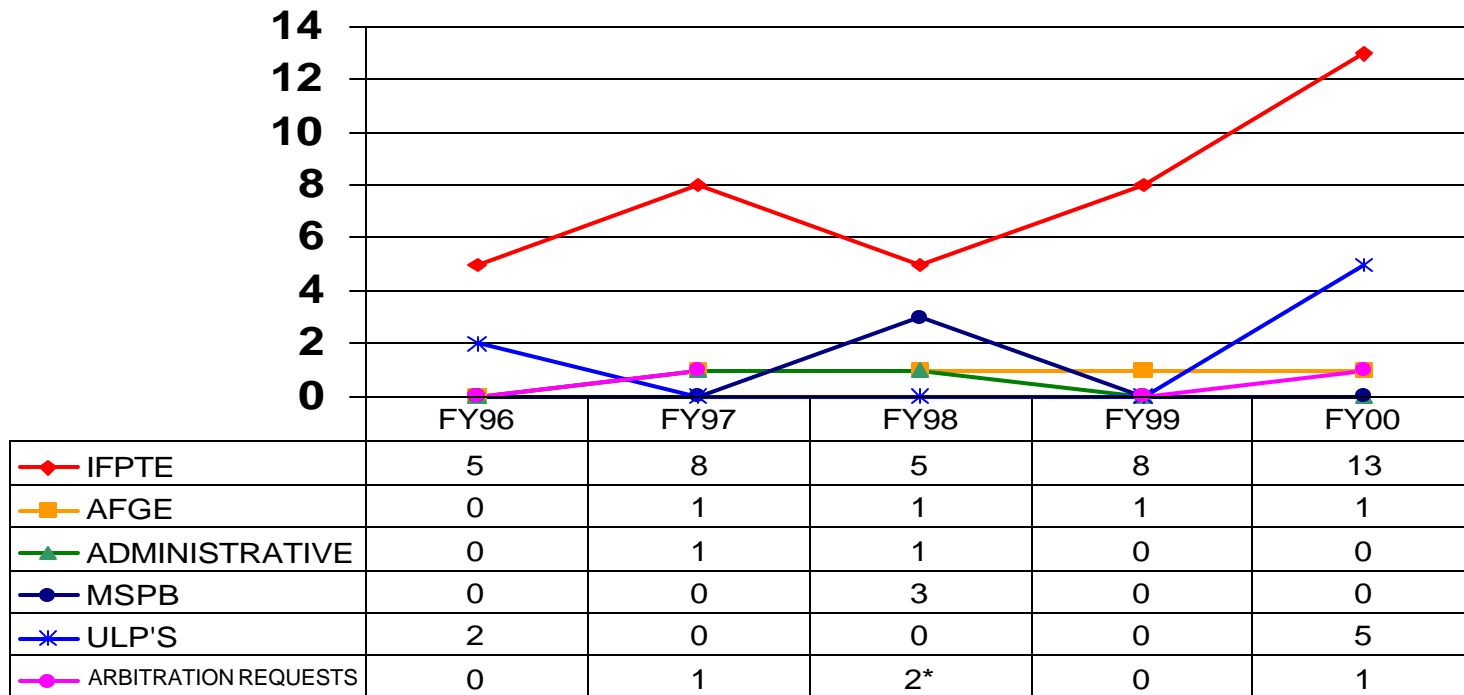
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### APPEAL/GRIEVANCE ACTIVITY FY96-00 (as of 06/30/00)



\* Later Withdrawn by Union



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### DIRECTORATE BUDGETS AS OF 07/11/00 (GAA, SAA, & PA TYPE AWARDS)

<u>Dir.</u>	<u>Initial Budget</u>	<u>Supplement</u>	<u>New Allocation</u>	<u>Used</u>	<u>Balance</u>
0100	33,041	1,102	34,143	11,372	22,771
0200	33,645		33,645	15,602	18,043
0400	24,716		24,716	1,000	23,716
0500	42,278	1,129	43,407	38,424	4,983
0600	54,211	1,802	56,013	14,704	41,309
2000	50,309	737	51,046	25,661	25,385
5000	290,383	1,182	291,565	205,336	86,229
6000	132,809	772	133,581	52,875	80,706
7000	497,908	428	498,336	128,011	370,325
9000	23,802		23,802	10,594	13,208

**NOTE: FY00 Awards Deadline - 08/23/00**



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### EMPLOYEE SUGGESTION PROGRAM

**FY00 Employee Suggestion Awards as of 07/21/00 - \$3,762**  
**Tangible Savings Amount - \$60,892**

#### Due Dates for Employee Suggestion Program Pending Suggestions

	<u>0200 – 4</u>	<u>0400 – 1</u>	<u>0600 – 5</u>	<u>6000 – 1</u>	<u>7000 – 13</u>	<u>9000 – 1</u>
Date Due	02/11/00	08/21/00	11/29/00	07/28/00	11/12/99	07/28/00
	06/30/00		03/22/00		11/13/99	
	07/14/00		07/21/00		01/27/00	
	07/28/00		07/28/00		03/10/00	
			07/28/00		04/24/00	
					04/25/00	
					05/24/00	
					05/24/00	
					05/24/00	
					05/25/00	
					05/25/00	
					06/16/00	
					07/28/00	



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### FY00 SPACE ACT AWARDS

<u>Org.</u>	<u># of Awards</u>	<u>\$ Amount</u>
5000	5	\$13,150



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- NEBA
  - \* Annual Meeting May 31 & June 1, 2000
  - \* October 2000 - Issuing 3rd consecutive refund of premium equal to 9 pay periods of premium for basic and dependent coverage
  - \* Approved conversion rates for children turning 19.  
\$25,000 coverage with an annual premium of
    - \$17.94 - Nonsmoker
    - \$21.84 - Smoker
- TSP Open Season ends July 31, 2000
  - \* 94 Employee Express actions conducted as of July 7, 2000



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- April Blood Drive - 147 Pints
- June Blood Drive - 164 Pints
- Medical Services Patient Satisfaction Rating **4.81** on a scale of 1-5
- Upcoming Health Promotions
  - Blood Pressure Screenings  
August 3, 10, & 17  
12 noon - 1 p.m.  
Bldg. 5, Rm. 119



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